



TECHNOLOGY ADVISORY COMMITTEE

Draft Minutes

Meeting of July 2, 2020

Present: Councilman Grady Faulkner, Councilman Anthony Mangiafico, Councilman Tony Gennaro, Lauren Middleton, Brian Robillard, Roger Palmer, Joe Samolis, Bryan Skowera (Staff)

Absent: Karen Warren, Foster Charles, Michael Skott (Staff)

Call to Order: Roger Palmer calls the meeting to order at 6:02pm

Approval of Minutes: Joe Samolis makes a motion to approve the meeting minutes. Roger Palmer seconded the motion. The motion passed unanimously.

Public Comments

No one from the public was in attendance.

Old Business

FY21 Budget

Bryan Skowera provided an update to the fiscal year 2021 budget and explained that the proposed budget passed as expected, however the amended budget for Web Conferencing didn't make it in to the 2021 fiscal year. The Web Conferencing currently obtained has already been paid for the year.

New Business

SeeClickFix

Bryan Skowera explained that the program is a work in progress. It will be tested over the summer and hopefully go live in the fall. Bryan provided a demonstration on how the program works step by step.

A discussion ensued on the benefits and uses of the program.

Flagging External Emails

Bryan Skowera asked the Committee if they should adopt a policy to flag external emails either in the subject line or body of the email. The Committee agreed that this was a good idea to implement and that the external email flag would be best placed within the body of the email and not in the subject line.

Councilman Faulkner moved for a motion to adopt a policy to flag external emails within the body of the email. Councilman Mangiafico seconded the motion. The motion passed unanimously.

Discussion for Items to be Placed on the Next Agenda

- Major Projects

Adjournment

The Committee adjourned at 6:38 pm on a motion by Roger Palmer. Councilman Anthony Mangiafico seconded the motion.